

**Superintendent Horne's Arts Education Initiative**  
**Participating School Sites SAIS Data Form**  
 September, 2005

*In order to complete this form, you will need the names of the students participating in the arts education initiative, and access to the SAIS Student ID Numbers for those students. You may need to consult with school and/or district data administrators in order to complete the form.*

## Contact Information

Name of School:	School CTDS:
School Administrator/Principal:	Person to contact with questions regarding student ID's:

Please use the form below (you may attach additional pages if necessary) to note the SAIS Student ID #'s of students participating in your arts education initiative. This will allow ADE to track academic achievement for participating students over time. IF you have students participating at a variety of levels (e.g. some receiving more instruction/project time than others), please report **only** those students participating at the **most intensive level** in your arts education initiative project. Please note **only student ID numbers**; ADE does not want student names or identifying information. Thank you!

Questions? Please contact Rolanda Bell at 602/364-1997 or [rbell@ade.az.gov](mailto:rbell@ade.az.gov)

### SAIS ID Numbers of Participating Arts Education Initiative Students

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## SAIS ID Numbers of Participating Arts Education Initiative Students (cont'd)

School Name:


To download student ID numbers from SAIS/ADE (from *Getting Started with SAIS Student Detail*):

- Access Common Logon <http://www.ade.az.gov/commonlogon/>
- Choose the Student Detail Data Interchange (SDDI) link
- Select District, or School
- Choose Download Link
- To download SAIS Student ID Numbers:
- Under Student ID, choose the “Get Student ID’s” link.
- There are options on which ID’s to download (date, all students, or single students).
- Click on the “GO” Button
- NOTE: If yours is a district, and you need to download SAIS ID’s for schools, you will need to download the ID’s at the school level.

Return completed form via e-mail to Anne Trujillo at [atrujil@ade.az.gov](mailto:atrujil@ade.az.gov) or via FAX, attention Anne Trujillo at 602/542-3110.

**Due Date: Friday, January 27, 2006.**